

24 September 1957

MEMORANDUM FOR: Deputy Director/Intelligence

SUBJECT: Handbook Program

REFERENCE: Joint Memorandum to DD/I from
AD/CI and AD/BI, same subject,
dated 14 August 1957

1. I have re-examined the question of transferring the OCI Handbook program to OBI for development under NIS auspices in accordance with understanding reached at a meeting on 19 August 1957 with you and Mr. Sheldon.

2. The result of this re-examination is enclosed as a prototype NIS Annual to Chapter I on Yugoslavia, which is based on the data appearing in the OCI Handbook of December 1956. The essential features of this Annual are:

a) It will provide interim currency for Chapter I and, in combination with that Chapter, should reasonably meet the needs of all regular users of the present OCI Handbook.

b) While it uses Chapter I format for correlating purposes, its arrangement provides for valuable Handbook data not now carried in Chapter I because of their variable nature, such as selected capsule biographies, which will extend the usefulness of the Annual.

c) Provision is made for a pocket in the back cover of Chapter I to hold the latest issue of the related Annual, thus mechanically tying these two publications together for convenient reference and to ensure that they are used in combination.

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3. It is planned to issue NIS Annuals on all published NIS Chapters I on a yearly basis and to include in them significant new intelligence appreciations and data which developed since the Chapters I were produced. This would not only extend the life of Chapters I usefulness before

3. It is planned to issue NIS Annuals on all published NIS Chapters I on a yearly basis and to include in them significant new intelligence appreciations and data which developed since the Chapters I were produced. This would not only extend the useful life of Chapters I before maintenance was necessary, but the plan would also permit a more gradual transition of the Handbook program into the NIS. Thus, during the first year, NIS Annuals would be issued on the 24 Chapters I that are presently published and, during the succeeding years, on an average increment of 10 new Chapters I, until all Handbooks were phased into the NIS program.

4. The simple format of the proposed NIS Annuals resulting from the fact that they supplement rather than duplicate Chapters I, will reduce printing costs and personnel requirements over those contemplated in the reference memorandum. I consider a staff of three people in grades 9, 11, and 13 will meet the initial requirement of this Office.

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Assistant Director
Basic Intelligence

Enclosure:

Chapter I on Yugoslavia with
prototype of Annual in pocket

cc with attachments to:

AD/CI
AD/RR

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